



*Transforming Lives Through Agribusiness*

**Job Advert - Program Assistant -Processing and Byproducts Management**

Name of Job Holder:
Job Title: Program Assistant
Job Grade: KT5
Unit of Service: KT Kenya
Reports To: Team Leader
Duty Station: Nakuru, Kenya, with frequent travels in the EAC Region
Employment Category: One Year Renewal Contract

**Purpose of the Job**

- Develop a range of alternative uses that turn rice straw, husks and other byproducts into a commodity around which sustainable value chains can be built to benefit farming rural communities, other value chain actors and stakeholders. The best alternatives in any one location depends on context.

**Responsibilities:**

- a) Conduct feasibility studies to analyze potential products/byproducts by quantifying economic worth and identifying risks.
- b) Develop and/or adapt various processes to be utilized in reducing the pollution load and promoting the practice of reuse and recycle of rice by-products/waste rather than the discharge action for the sake of sustainability and the emergence of novel techniques for the generation of value-added products.
- c) Coordinate closely with project partners and build relationships with other stakeholders to ensure research outputs are transferred effectively
- d) Lead negotiations with external partners for upscaling of research products/prototypes, funding and partnerships at project level
- e) Provide professional advice to partners on the project
- f) Contribute to the research infrastructure and capacity building of partners of the R4iCSA in Kenya and Uganda
- g) Develop and test prototypes of rice products and byproducts
- h) Support the Trust in embedding sustainability dimensions including social and gender inclusion, environmental and economic aspects into reduce, reuse and recycle subprojects
- i) Perform other related duties as required.
- j) Generate and share lessons from program implementation

**Competences**

- a) Ability to communicate complex issues across various audiences.
- b) Ability to understand agriculture value chains, agribusiness and its transformative impact on livelihoods of small holder farmers, among others.
- c) Excellent analytical skills
- d) Excellent organizational skills

### Educational Qualifications and Experience Required

- a) Minimum Master's degree or equivalent in Food Process Engineering and Technology, (Bio-)Process Engineering, Civil Engineering, Environmental Engineering, Environmental science or an advanced degree in natural resource management, waste management or related field
- b) At least 5 years of work experience including 3 years of professional working experience in dealing with food processing, environmental management or environmental engineering projects or WASH projects or other development projects with environmental concerns
- c) Strong working knowledge of sustainable food waste management systems and best practice in developing countries
- d) Demonstrable experience working in Agricultural value chains preferred
- e) Excellent written and verbal communication skills and the ability to communicate complicated and technical issues in a concise and clear way, to a wide range of target audiences

### How to Apply

If you are the right candidate, please send your application letter plus the following:

- ✓ An up-to-date CV, highlighting relevant skills and experience (presented in relation to each of the Responsibilities and each of the experience areas listed above).
- ✓ The names and contacts of three referees, and a daytime contact telephone number of each of them.
- ✓ Copies of Academic Certificate and Transcripts for O' level, A' level - where applicable, Under-Graduate and Post-Graduate qualifications
- ✓ The names and contacts of your immediate supervisor(s) in the current job and two of your immediate previous jobs.
- ✓ Your daytime contact telephone number; and
- ✓ A statement and proof of current remuneration package

Please submit your application documents electronically to [recruitment@kilimotrust.org](mailto:recruitment@kilimotrust.org)

Address all applications to The Human Resource & Administration Manager, Kilimo Trust.

Deadline for application: Friday 25<sup>th</sup> September 2020.

Only shortlisted candidates will be contacted